

**DESOTO COUNTY BOARD OF SUPERVISORS**  
**BOARD MEETING MINUTES**  
**DISTRICT ONE SUPERVISOR JESSIE MEDLIN, PRESIDING**  
**July 20, 2020**

**A. CALL TO ORDER**

The July 20, 2020 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Sheriff Bill Rasco opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Ray Denison	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

**B. INVOCATION**

Northwest MS Multi-Area Director for Fellowship of Christian Athletes John Engstrom offered the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. APPROVAL OF AGENDA: ADDITIONS & DELETIONS**

Supervisor Medlin asked if there was anyone who wished to add or delete items to the Agenda.

- 1. Supervisor Michael Lee requested to add the following:**
  - a. ICAC update (Old, G.8.)
- 2. County Administrator Vanessa Lynchard requested to add or change the following:**
  - a. Flood Study Update (Old, G.9.)
  - b. Lobbyist for Economic Council (New, H. 17.)
- 3. Supervisor Mark Gardner requested to add the following:**
  - a. Bless the Badge Conference Update (Old, G.10.)

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Agenda with the additions, deletions and corrections as set forth above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**E. CITIZEN REMARKS & PRESENTATIONS**

**1. FCA Request for Advertising County Resources**

Mr. Cecil Sowell and Mr. John Engstrom, representatives for Fellowship of Christian Athletes, were present to request a contribution for the FCA Annual Golf Scramble on August 31, 2020. Mr. Sowell stated this is the 14<sup>th</sup> year for the scramble and said they are looking for 50 teams, with 45 already signed up.

Supervisor Lee stated that Fellowship of Christian Athletes is a wonderful tool for the schools and the student athletes. He said it is amazing how many people participate in the group.

Supervisor Medlin said the Board appreciated the good work FCA does. He said this might be the only chance some students have to hear the gospel and it is also good for the coaches.

Supervisor Gardner thanked Mr. Sowell and Mr. Engstrom for what they do with FCA and all the young people that are reached by the organization.

Supervisor Caldwell said the Board always looks forward to participating in the golf scramble in different ways and supporting FCA.

Mr. Engstrom stated they covet the prayers of the Board and appreciate the Board's support financially and through prayer. He stated that the volunteers and parents are asked not to be engaged on campuses because of health concerns. He stated FCA will continue to be as active as they can as they adjust to the terms they are being given. Mr. Engstrom stated they have a lot of active relationships with coaches, faculties and staff and will be wise with how they engage.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to donate \$200 to the Fellowship of Christian Athletes and authorize the clerk to write the check, after having determined that the request for a contribution from the Fellowship of Christian Athletes for a sponsorship of their golf tournament on August 31, 2020 would advertise the resources and possibilities of DeSoto County thereby advancing the moral, financial and other interests of DeSoto County and met the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3, of the Mississippi Code of 1972 for Advertising County Resources.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit E.1.**

Supervisor Medlin asked if there was anyone present to speak to the Board on an item not listed on the agenda. No one came forward.

## **F. CONSENT AGENDA**

### **1. Office of Finance & Accounting**

- a. Budget Amendments – Animal Services, County Property/Liability Insurance, Senate Bill 2002/Holly Springs Road Project, Garbage & Solid Waste, Bridgetown Volunteer Fire Dept/Ending Cash, Sheriff Departments, Election Support Fund, Chancery Court Reporters, Garbage & Solid Waste/Rubbish Pit, Bridge & Culvert/Storm Debris Removal**

	Fund/Department #	001 / 445				
(1)	Animal Services					
		YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 4,445.00	\$ 3,990	\$ 455		\$ 4,445
	EXPENSE					
001-445-588	Veterinarian Fees - Spay/Neuter	\$ 8,356.08	\$ 17,795	\$ 235		\$ 18,030
001-445-696	Pharmacy Supplies - Vaccinations	\$ -	\$ 1,860	\$ 90		\$ 1,950
001-445-697	Animal Testing & Vaccinations	\$ 12,593.84	\$ 16,775	\$ 115		\$ 16,890
001-445-698	Canine Supplies - Food	\$ 7,129.05	\$ 18,080	\$ 15		\$ 18,095
	TOTALS		OVERALL INCREASE	\$455.00		
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.					
	Fund/Department #	001 / 106				
(2)	County Property / Liability Insurance					
		YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
	REVENUE					
001-000-376	Insurance Proceeds-Vehicle Repairs	\$ 92,390.06	\$ 70,066	\$ 22,324		\$ 92,390
001-000-376	Insurance Proceeds-Tourism Bldg	\$ -	\$ -	\$ 331,259		\$ 331,259
	EXPENSE					
001-106-540	Fac Svc Calls/Building Repairs	\$ 25,717.96	\$ 25,718	\$ 303,564		\$ 329,282
001-106-542	Vehicle Repair & Maintenance	\$ 40,681.67	\$ 38,944	\$ 6,494		\$ 45,438
001-106-581	Property/Auto Deductibles	\$ 15,000.00	\$ 13,000	\$ 2,000		\$ 15,000
001-106-599	Small Claims-Non-Insurance	\$ 33,138.40	\$ 75,305	\$ 12,695		\$ 88,000
001-202-915	Vehicles Above \$5,000	\$ 538,483.00	\$ 564,973	\$ 13,830		\$ 578,803
001-999-999	Ending Cash	\$ -	\$ 26,243,113	\$ 15,000		\$ 26,258,113
	TOTALS		OVERALL INCREASE	\$353,583.00		
Reason for Request:	Increase revenue and increase expense to account for insurance proceeds to pay upcoming invoices to repair vehicles and to repair tourism building, as well as reimburse County for expenses already incurred and paid.					
	Fund/Department #	175 / 351				
(3)	Senate Bill 2002 - Holly Springs Road Project					
		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
175-351-912	Roads	\$ 356,906.80	\$ 3,000,000		\$ 17,505	\$ 2,982,495
175-351-914	Property Easements/ROW - Seg 1	\$ 14,043.00	\$ -	\$ 14,043		\$ 14,043
175-352-914	Property Easements/ROW - Seg 2	\$ 3,461.90	\$ -	\$ 3,462		\$ 3,462
	TOTALS		\$ 3,000,000	\$ 17,505	\$ 17,505	\$ 3,000,000
Reason for Request:	Reallocate funds to account for property easements and right of way for Holly Springs Road project, segments one and two.					
	Fund/Department #	105 / 340				
(4)	Garbage and Solid Waste					
		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
105-340-521	Legal Advertising	\$ 206.64	\$ -	\$ 207		\$ 207
105-340-523	Contractual Printing	\$ -	\$ 6,000		\$ 207	\$ 5,793
	TOTALS		\$ 6,000	\$ 207	\$ 207	\$ 6,000
Reason for Request:	Reallocate funds to account for legal advertising for household garbage costs per State statute.					
	Fund/Department #	313 / 337 & 999				
(5)	Bridgetown Volunteer Fire Dept / Ending Cash					
		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
313-337-903	Parking Lots/Sidewalks under \$25,000	\$ -	\$ -	\$ 1,690		\$ 1,690
313-999-999	Ending Cash	\$ -	\$ 11,664		\$ 1,690	\$ 9,974
	TOTALS		\$ 11,664	\$ 1,690	\$ 1,690	\$ 11,664
Reason for Request:	To account for road department work performed on parking lot					

	Fund/Department #	001 / 200, 201, 202 & 220				
(6)	Sheriff Department's					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	Sheriff Administration					
001-200-475	Mileage and Other Travel Cost	\$ 3,486.81	\$ 3,640	\$ 800		\$ 4,440
001-200-476	Meals & Lodging	\$ 18,262.25	\$ 24,400		\$ 800	\$ 23,600
001-200-501	Postage	\$ 1,772.32	\$ 3,630		\$ 500	\$ 3,130
001-200-503	Cellular Telephone	\$ 43,692.49	\$ 50,500	\$ 7,700		\$ 58,200
001-200-570	Insurance & Fidelity Bds	\$ 4,931.00	\$ 6,500	\$ 580		\$ 7,080
001-200-603	Office Supplies	\$ 15,868.53	\$ 19,500	\$ 1,000		\$ 20,500
001-200-919	Furn/Off Equip Under 5,000	\$ 2,992.17	\$ 6,000	\$ 1,500		\$ 7,500
	Aviation					
001-201-546	Other Repairs & Maint	\$ 4,658.00	\$ 41,080		\$ 15,000	\$ 26,080
001-201-681	Repair & Replace Parts	\$ 2,810.71	\$ 40,000	\$ 5,000		\$ 45,000
	Patrol/Law Enforcement					
001-202-542	Vehicle Repair	\$ 54,805.50	\$ 85,000	\$ 7,500		\$ 92,500
001-202-544	Serv/Maint Contract	\$ 90,634.55	\$ 126,845		\$ 2,000	\$ 124,845
001-202-549	Towing	\$ 3,185.85	\$ 7,810		\$ 2,000	\$ 5,810
001-202-552	Medical Fees	\$ 2,365.00	\$ 2,775	\$ 185		\$ 2,960
001-202-671	Gasoline	\$ 324,807.64	\$ 462,500		\$ 27,600	\$ 434,900
001-202-674	Lubricating Oils & Grease	\$ 14,361.87	\$ 20,400		\$ 1,533	\$ 18,867
001-202-681	Repair & Replace Parts	\$ 36,515.87	\$ 62,000		\$ 5,000	\$ 57,000
001-202-691	Uniforms	\$ 51,429.82	\$ 74,803	\$ 2,000		\$ 76,803
001-202-915	Vehicles-Above 5,000	\$ 538,483.00	\$ 564,973	\$ 14,500		\$ 579,473
001-202-921	Other Cap.Under 5,000	\$ 154,319.48	\$ 223,300	\$ 20,675		\$ 243,975
001-202-925	Radios	\$ 137,338.87	\$ 151,340		\$ 5,007	\$ 146,333
	Custody of Prisoners					
001-220-552	Medical Fees	\$ 2,430.00	\$ 2,610	\$ 180		\$ 2,790
001-220-620	Classification Supplies	\$ 2.85	\$ 2,855		\$ 180	\$ 2,675
001-220-691	Uniforms	\$ 17,620.65	\$ 30,000		\$ 2,000	\$ 28,000
	TOTALS		\$ 2,012,461	\$ 61,620	\$ 61,620	\$ 2,012,461
Reason for Request:	Reallocate funds to line items where necessary.					
	Fund/Department #	001 / 182				
(7)	Election Support Fund					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-182-544	Service/Maintenance Contract	\$ 12,870.00	\$ 42,865	\$ 7,870		\$ 50,735
001-182-924	Computer Hardware & Software	\$ 252,900.00	\$ 266,533		\$ 7,870	\$ 258,663
	TOTALS		\$ 309,398	\$ 7,870	\$ 7,870	\$ 309,398
Reason for Request:	To account for increase in Election Systems and Software maintenance contract.					
	Fund/Department #	027 / 174				
(8)	Chancery Court Reporters					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
027-174-476	Meals and Lodging	\$ -	\$ 4,000		\$ 695	\$ 3,305
027-174-544	Service/Maintenance Contract	\$ 3,815.53	\$ 3,900	\$ 595		\$ 4,495
027-174-571	Dues and Subscriptions	\$ 500.00	\$ 500	\$ 100		\$ 600
	TOTALS		\$ 8,400	\$ 695	\$ 695	\$ 8,400
Reason for Request:	To account for K.Pointer MS Court Reporters Assoc dues and K.Pointers service/maintenance contract with Stenograph.					
	Fund/Department #	105 / 341 & 999				
(9)	Garbage and Solid Waste - Rubbish Pit					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
105-341-799	Other Allocations-Yearly Waste Disposal Fee	\$ -	\$ 20,000	\$ 6,433		\$ 26,433
105-999-999	Ending Cash	\$ -	\$ 1,767,232		\$ 6,433	\$ 1,760,799
	TOTALS		\$ 1,787,232	\$ 6,433	\$ 6,433	\$ 1,787,232
Reason for Request:	To account for increase in yearly waste disposal fee due.					
	Fund/Department #	160 / 952 & 999				
(10)	Bridge & Culvert - Storm Debris Removal					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
160-952-594	Other Contractual Services	\$ 1,652,153.96	\$ 1,652,154	\$ 45,554		\$ 1,697,708
160-999-999	Ending Cash	\$ -	\$ 6,900,604		\$ 45,554	\$ 6,855,050
	TOTALS		\$ 8,552,758	\$ 45,554	\$ 45,554	\$ 8,552,758
Reason for Request:	To account for upcoming invoice from Michael's Tree Service for contractual work performed to remove storm debris. Funds will be reimbursed to ending cash once received.					

b. Budget Amendments – General Fund Various Payroll Line Items

	Fund/Department #	Gen Fnd Various				
(1)	General Fund Various Payroll Line Items					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	Board of Supervisors					
001-100-401	Administrative/Manager/Foreman	\$ 93,097.73	\$ 115,398		\$ 108	\$ 115,290
001-100-465	State Retirement Matching	\$ 47,062.89	\$ 61,406		\$ 19	\$ 61,387
001-100-466	Social Security Matching	\$ 19,516.70	\$ 26,998		\$ 1,600	\$ 25,398
001-100-468	Group Insurance	\$ 38,616.16	\$ 53,698		\$ 2,498	\$ 51,200
	Chancery Clerk Land Records					
001-101-468	Group Insurance	\$ 76,187.15	\$ 92,826	\$ 2,302		\$ 95,128

	<b>Circuit Clerk</b>					
001-102-468	Group Insurance	\$ 84,340.74	\$ 116,345		\$ 9,600	\$ 106,745
	<b>Planning Commission</b>					
001-107-402	Deputies/Assistant Managers	\$ 55,080.00	\$ 67,958	\$ 255		\$ 68,213
001-107-404	Office Clerical	\$ 107,138.45	\$ 132,995		\$ 288	\$ 132,707
001-107-437	Inspectors/Examiners	\$ 122,649.16	\$ 147,861	\$ 7,863		\$ 155,724
001-107-440	Part Time Employees	\$ -	\$ 12,168		\$ 12,168	\$ -
001-107-465	State Retirement Matching	\$ 61,638.97	\$ 75,596	\$ 1,423		\$ 77,019
001-107-466	Social Security Matching	\$ 26,386.44	\$ 35,417		\$ 2,200	\$ 33,217
001-107-468	Group Insurance	\$ 63,477.16	\$ 80,547	\$ 230		\$ 80,777
	<b>GIS</b>					
001-109-410	Technicians	\$ 74,070.40	\$ 91,847		\$ 120	\$ 91,727
001-109-465	State Retirement Matching	\$ 12,888.28	\$ 15,982		\$ 21	\$ 15,961
	<b>Admin Services &amp; Procurement</b>					
001-120-401	Administrative/Manager/Foreman	\$ 77,857.51	\$ 72,297	\$ 32,099		\$ 104,396
001-120-402	Deputies/Assistant Managers	\$ 61,285.48	\$ 73,278	\$ 2,912		\$ 76,190
001-120-404	Office Clerical	\$ 105,308.87	\$ 130,522		\$ 100	\$ 130,422
001-120-465	State Retirement Matching	\$ 42,615.06	\$ 48,911	\$ 6,068		\$ 54,979
001-120-466	Social Security Matching	\$ 17,521.05	\$ 23,080	\$ 2,668		\$ 25,748
001-120-468	Group Insurance	\$ 50,189.08	\$ 62,648	\$ 2,265		\$ 64,913
	<b>Finance &amp; Accounting</b>					
001-121-401	Administrative/Manager/Foreman	\$ 80,677.65	\$ 100,062		\$ 153	\$ 99,909
001-121-402	Deputies/Assistant Managers	\$ 41,327.04	\$ 51,250		\$ 67	\$ 51,183
001-121-404	Office Clerical	\$ 51,995.59	\$ 65,154		\$ 938	\$ 64,216
001-121-409	Grantwriter	\$ 25,011.21	\$ 36,905		\$ 6,266	\$ 30,639
001-121-465	State Retirement Matching	\$ 34,628.05	\$ 44,087		\$ 1,292	\$ 42,795
001-121-466	Social Security Matching	\$ 14,367.88	\$ 19,383		\$ 568	\$ 18,815
001-121-468	Group Insurance	\$ 34,692.52	\$ 44,748		\$ 853	\$ 43,895
	<b>Board Attorney</b>					
001-130-405	Attorneys-Statutory	\$ 38,094.00	\$ 47,501		\$ 156	\$ 47,345
001-130-465	State Retirement Matching	\$ 6,628.41	\$ 8,266		\$ 27	\$ 8,239
001-130-466	Social Security Matching	\$ 2,638.10	\$ 3,635		\$ 12	\$ 3,623
001-130-468	Group Insurance	\$ 6,464.04	\$ 8,950		\$ 194	\$ 8,756
	<b>Human Resources/Payroll</b>					
001-140-401	Administrative/Manager/Foreman	\$ 54,028.07	\$ 63,825	\$ 4,627		\$ 68,452
001-140-465	State Retirement Matching	\$ 21,405.70	\$ 26,006	\$ 805		\$ 26,811
001-140-466	Social Security Matching	\$ 9,135.22	\$ 11,434	\$ 354		\$ 11,788
001-140-468	Group Insurance	\$ 10,911.36	\$ 19,723		\$ 3,000	\$ 16,723
	<b>Facilities Management</b>					
001-151-401	Administrative/Manager/Foreman	\$ 50,405.37	\$ 73,530		\$ 10,620	\$ 62,910
001-151-404	Office Clerical	\$ 31,597.70	\$ 45,478		\$ 6,720	\$ 38,758
001-151-465	State Retirement Matching	\$ 69,012.43	\$ 96,967		\$ 3,019	\$ 93,948
001-151-466	Social Security Matching	\$ 29,129.90	\$ 43,099		\$ 1,327	\$ 41,772
	<b>Information Technology</b>					
001-152-401	Administrative/Manager/Foreman	\$ 84,535.32	\$ 105,074		\$ 390	\$ 104,684
001-152-408	Information Technology	\$ 173,970.74	\$ 233,488		\$ 10,000	\$ 223,488
001-152-465	State Retirement Matching	\$ 44,980.17	\$ 58,910		\$ 2,000	\$ 56,910
001-152-466	Social Security Matching	\$ 18,641.91	\$ 25,900		\$ 2,200	\$ 23,700
	<b>Veteran Service Office</b>					
001-154-439	Other Service Employees	\$ 16,240.00	\$ 20,800		\$ 560	\$ 20,240
001-154-465	State Retirement Matching	\$ 2,825.76	\$ 3,620		\$ 98	\$ 3,522
001-154-466	Social Security Matching	\$ 1,242.36	\$ 1,592		\$ 43	\$ 1,549
	<b>Justice Court Clerk</b>					
001-166-401	Administrative/Manager/Foreman	\$ 49,681.05	\$ 73,391		\$ 9,500	\$ 63,891
001-166-465	State Retirement Matching	\$ 55,759.89	\$ 73,325		\$ 1,653	\$ 71,672
001-166-466	Social Security Matching	\$ 23,550.76	\$ 33,072		\$ 727	\$ 32,345
	<b>District Attorney</b>					
001-168-401	Administrative/Manager/Foreman	\$ 33,132.65	\$ 41,070		\$ 39	\$ 41,031
001-168-403	Investigators/Detectives	\$ 48,798.34	\$ 59,762	\$ 662		\$ 60,424
001-168-404	Office Clerical	\$ 39,060.78	\$ 48,418		\$ 46	\$ 48,372
001-168-465	State Retirement Matching	\$ 36,092.38	\$ 44,590	\$ 101		\$ 44,691
001-168-466	Social Security Matching	\$ 15,025.30	\$ 19,605		\$ 800	\$ 18,805
	<b>Public Defender</b>					
001-170-407	Attorneys-Ordered/Appointed	\$ 391,761.03	\$ 477,224	\$ 7,348		\$ 484,572
001-170-440	Part Time Employees	\$ 16,064.98	\$ 20,400	\$ 491		\$ 20,891
001-170-465	State Retirement Matching	\$ 78,066.62	\$ 94,939	\$ 1,284		\$ 96,223
001-170-466	Social Security Matching	\$ 34,323.18	\$ 41,741	\$ 565		\$ 42,306
	<b>Emergency Medical Services</b>					
001-240-401	Administrative/Manager/Foreman	\$ 62,029.91	\$ 76,889		\$ 72	\$ 76,817
001-240-404	Office Clerical	\$ 27,016.80	\$ 33,494		\$ 37	\$ 33,457
001-240-465	State Retirement Matching	\$ 149,271.62	\$ 200,901		\$ 19	\$ 200,882
001-240-466	Social Security Matching	\$ 66,151.95	\$ 88,328		\$ 200	\$ 88,128
	<b>Emergency Management Agency</b>					
001-260-401	Administrative/Manager/Foreman	\$ 65,729.13	\$ 81,510		\$ 113	\$ 81,397
001-260-402	Deputies/Assistant Managers	\$ 127,568.44	\$ 155,004	\$ 3,521		\$ 158,525
001-260-404	Office Clerical	\$ 27,184.00	\$ 33,686		\$ 22	\$ 33,664
001-260-410	Technicians	\$ 39,652.00	\$ 49,148	\$ 44		\$ 49,192
001-260-465	State Retirement Matching	\$ 47,276.32	\$ 57,145	\$ 921		\$ 58,066
001-260-466	Social Security Matching	\$ 19,774.12	\$ 25,124		\$ 500	\$ 24,624
	<b>Environmental Services</b>					
001-344-401	Administrative/Manager/Foreman	\$ 63,285.40	\$ 69,590	\$ 10,042		\$ 79,632
001-344-404	Office Clerical	\$ 22,218.05	\$ 28,782		\$ 1,163	\$ 27,619
001-344-410	Technicians	\$ 45,954.40	\$ 57,628		\$ 725	\$ 56,903
001-344-465	State Retirement Matching	\$ 22,873.67	\$ 27,144	\$ 1,419		\$ 28,563
001-344-466	Social Security Matching	\$ 9,463.96	\$ 11,934		\$ 147	\$ 11,787
	<b>Animal Control</b>					
001-444-436	Enforcement Officer	\$ 44,407.25	\$ 54,080	\$ 728		\$ 54,808
001-444-465	State Retirement Matching	\$ 9,521.54	\$ 11,199	\$ 727		\$ 11,926
001-444-466	Social Security Matching	\$ 4,094.45	\$ 4,924	\$ 338		\$ 5,262
	<b>Animal Shelter Operations</b>					
001-445-401	Administrative/Manager/Foreman	\$ 41,920.73	\$ 52,000		\$ 79	\$ 51,921
001-445-436	Enforcement Officer	\$ 125,849.73	\$ 153,567	\$ 2,768		\$ 156,335
001-445-466	Social Security Matching	\$ 13,164.02	\$ 17,286		\$ 500	\$ 16,786
	<b>Workers Compensation</b>					
001-467-467	Workers Compensation	\$ 346,441.81	\$ 343,678	\$ 2,764		\$ 346,442
	<b>Ending Cash</b>					
001-999-999	Ending Cash	\$ -	\$ 26,243,113		\$ 2,027	\$ 26,241,086
	<b>TOTALS</b>		\$ 31,700,856	\$ 97,594	\$ 97,594	\$ 31,700,856

Reason for Request: J.M. Reallocate funds to account for payroll items due to changes in staff and pay increases not originally included in beginning budget numbers.

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	Fund/Department #	101 / 530				
(2)	Parks and Recreation - Payroll					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	Parks and Recreation					
101-530-410	Technicians	\$ 29,172.00	\$ 35,498	\$ 634		\$ 36,132
101-530-465	State Retirement Matching	\$ 5,075.97	\$ 6,177	\$ 111		\$ 6,288
101-530-466	Social Security Matching	\$ 2,210.48	\$ 2,716	\$ 49		\$ 2,765
101-999-999	Ending Cash	\$ -	\$ 480,959		\$ 794	\$ 480,165
	TOTALS		\$ 525,350	\$ 794	\$ 794	\$ 525,350
Reason for Request:	Reallocate funds to account for payroll items due to changes in staff and pay increases not originally included in beginning budget numbers.					
	Fund/Department #	156 / 300				
(3)	Dept of Road Management - Payroll					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	Road Management					
156-300-401	Administrative/Manager/Foreman	\$ 90,391.24	\$ 113,158		\$ 3,728	\$ 109,430
156-300-465	State Retirement Matching	\$ 243,773.33	\$ 335,278		\$ 648	\$ 334,630
156-300-466	Social Security Matching	\$ 103,163.22	\$ 147,407		\$ 285	\$ 147,122
156-999-999	Ending Cash	\$ -	\$ 8,913,899	\$ 4,661		\$ 8,918,560
	TOTALS		\$ 9,509,742	\$ 4,661	\$ 4,661	\$ 9,509,742
Reason for Request:	Reallocate funds to account for payroll items due to changes in staff and pay increases not originally included in beginning budget numbers.					

c. Senate Bill 3049 Quarterly Report

	Date	Amount
Beginning Quarterly Balance (06/01/2020 ):		\$ 50,000.00
Plus: Interest Earned (if applicable):		\$
Less: Quarterly Project Expenditures:		(\$ 0.00 )
Ending Quarterly Balance (06/30/2020 ):		\$ 50,000.00

d. PILT Payment Received from Dept. of Interior - \$49,739

e. Interfund Transfers for Work Performed by Road Department for Various Depts.

- (1) From: General Fund – Transfer Out \$1,458.80 (001-900-951)
- To: Road Maintenance – Transfer In – Reimb for services \$1,458.80 (156-000-387)

This transfer is necessary to repay the road fund for services performed on behalf of the Olive Branch Tax Collector’s Building and Jail for grass cutting and weed eating services for the months of May and June.

- (2) From: County Parks and Greenways – Transfer Out \$421.52 (101-900-951)
- To: Road Maintenance – Transfer In - Reimb for services \$421.52 (156-000-387)

This transfer is necessary to repay the road fund for services performed on behalf of various parks throughout the County for spraying grass and weed eating services for the month of June.

- (3) From: Volunteer Fire Dept Bldgs – Bridgetown VFD parking lot \$1,689.50 (313-337-903)
- To: Road Maintenance – Transfer In – Reimb for services \$1,689.50 (156-000-387)

This transfer is necessary to repay the road fund for services performed at the Bridgetown Fire Station on the parking area, added CR610 and graded.

f. Interfund Loan Request to Pay Holly Springs Road Contractor

From: Road Projects – Local Transfers (Fund 324) – Holly Springs Road \$2,597,739.01  
To: BUILD Grant (Fund 322) – Holly Springs Road \$2,597,739.01

This loan is necessary to pay the upcoming construction invoice to Talbot Brothers. Reimbursement will be requested immediately to repay this loan. Information regarding the invoice amount being requested is attached.

2. Office of Procurement

a. June Procurement Card Purchases

CARD NUMBER ENDING IN 0011,0017								
Date Out	Time Out	Time In	Vendor	Department	Employee	Description of Purchase	TOTAL RECEIPT	Issues, if any
6/17/2020			PSI Services	Sheriff	Captain Wilkey	FAA Testing Tests for Drone Recertification	\$ 320.00	Charged each test seperately
6/18/2020			PSI Services	Board of Supervisors	Christie Barclay	FAA Remote Pilot Certificate to Fly a Drone	\$160.00	None
6/23/2020			Amazon	Finance	Andrea Freeze	Docuguard-Checks	\$ 47.68	None
6/3/2020			Humminbird	Sheriff	Dir. William Nichols	Sent in Hummingbird Helix 12 Chirp GPS for Repairs	\$380.45	None

3. Inmate Meal Log Affidavit (2)

4. EMS Monthly Report

June 2020

Number of ambulance runs billed: 137  
Amount billed: \$ 72,433.47  
Amount collected: \$ 54,043.12  
Un-collectable amount: \$ 10,713.33

	Eudora	Lewisburg	Walls
Dispatched Calls:	56	98	80
Refusals:	4	9	12
Standby Only:	0	4	3
Billed:	35	63	37
Other:	17	22	28

\*\*2 calls made for Olive Branch during funeral

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

5. Enter Into the Formal Record and Make a Part of the Board Minutes:

- a. MS Dept. of Revenue – Certificate Allowing County to Pay Salary of Tax Assessor – MS Code 27-35-127
- b. Use Agreement between MS Army National Guard and DeSoto County – Fully Executed
- c. Letter of Approval from OSARC to Restore LSBP Funds Subject to Forfeiture in FY20
- d. Agreement to Pay Fee in Lieu & Inducement Agreement – Medline Industries, Inc. – Fully Executed
- e. Final Paperwork on Ava Look’s Eagle Scout Project for Animal Shelter

6. Chancery Clerk Allowance

Supervisor Caldwell asked about the reduction of the radio budget. Sheriff Rasco stated the money to pay for the new radios ordered will come from aviation.

Supervisor Medlin asked if the County would be paying the electric bill for the lights at the Armory parking lot. Mr. Nowak stated yes, the Armory could not pay for the electricity because they don't own the land. He stated they will limit the number of light posts to 4.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Consent Agenda as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit F.**

## **G. OLD BUSINESS**

### **1. Holly Springs Road**

#### **a. Subcontract Agreement – Signature Required**

Mr. Tracy Huffman stated this is an approval for Menard Group USA as a subcontractor and the contract amount is \$96,440. He stated Menard installs vertical drains at the ends of bridges to allow pressure to release so the settlement occurs quicker.

Supervisor Gardner asked if the Board could receive periodic photos of the work on Holly Springs Road. Mr. Huffman stated they have a time lapse video camera set up at the site.

Supervisor Denison stated Mr. Heath Parker is overseeing the bridge work on Star Landing and he explains the details of the build very well.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve Menard Group USA as a subcontractor at a cost of \$96,440 as recommended by Mr. Huffman and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.1.a.**

#### **b. State Aid Funds Budget Amendment**

Chief Financial Officer Andrea Freeze explained this is to clean up some bookkeeping. She reminded the Board that Mr. Huffman requested in April to approve the State Aid funding for Holly Springs Road for \$1 million. She stated this budget amendment will move the funds to the correct project.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the budget amendment of \$1 million to move funds to the correct State Aid project.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>



Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.1.b.**

## **2. Business Investment Incentives**

### **a. 10:00 a.m. – FedEx Ground**

Mr. Jim Flanagan introduced the team from FedEx Ground & FedEx Corporate who came to address the concerns of the Board regarding FedEx vehicles on Hwy 305: Chris Pace, Attorney for FedEx; Beau White, Duple' Travillion, Michael Dunavant, and Sam Adamson.

Mr. Chris Pace stated FedEx has spent a good bit of time trying to resolve the problem of truck traffic on Hwy 305 to I-269.

Supervisor Medlin stated Mr. Travillion has been very good to work with and he thought the truck traffic had cut down some last week; however, it was reported to him that there were 3 FedEx trucks on a 2-mile stretch on Friday night. Supervisor Medlin stated the state of MS spent a lot of money to widen Hwy 305 from Church to Hwy 78 so the trucks from the industrial park could get on Hwy 78. He stated that Germantown Road north into Memphis was also widened and used. Supervisor Medlin stated in a previous meeting a gentleman from FedEx told him they took their trucks off Goodman and put them on Hwy 305 to I-269 for safety reasons; and he stated that approach did not make sense as Goodman is a 5-lane highway. He stated that, speaking for himself and his constituents, they did not want trucks on Hwy 305 until it can be widened. Supervisor Medlin said he was also told that the truck drivers did not work for FedEx. He stated anyone that comes in that area with truck traffic will be treated the same.

Supervisor Gardner said he was also puzzled about this as it seemed like it would make more sense to go north on Hwy 305 to Hwy 78 and come around to I-269 to I-55. He said it seemed to make more sense to stay on 4-lane roads rather than a narrow 2-lane road.

Mr. Dunavant stated they are trying to adjust their traffic flow to Hwy 78 and it is a work in process. He stated FedEx has communicated to their business vendors to use the Hwy 78 route.

Supervisor Lee said the Board appreciates FedEx working on the problem. He said the Board has received calls from constituents with Lewisburg, one of the largest schools in the County, about so much traffic in that area. He said this is all about the safety of their constituents; and if Hwy 305 was a 5-lane road, they would not be having this discussion. Supervisor Lee said the Board loves having FedEx in DeSoto County and appreciates them locating here. He also went on to say that the Board is going to be addressing this with any company that is on Hwy 305 with trucks. He stated they just last week were working with the haul route for gravel trucks going to Holly Springs Road.

Supervisor Medlin agreed that with school starting back, it would be quicker for the trucks to use Hwy 78 rather than get in a traffic backlog

Mr. Dunavant stressed that they have communicated to their vendors to get the trucks off Hwy 305. Mr. Travillion stated FedEx is listening to the concerns of the Board and will continue to listen. He stated they are working with their trucking contractors. Mr. Travillion stated this is a process; and he believes the traffic will continue to dwindle down as they operate.

Supervisor Medlin expressed concern that if the Board approves the tax exemption, they will not have negotiating authority if the trucks are still on the road. Mr. Pace stated this issue came to his attention six weeks ago. He stated in that time, FedEx has looked at alternative routing and is addressing the problems. He stated it takes time to change a route; and FedEx has to tell the vendors and probably remind them. Mr. Dunavant agreed they are early in the process. Supervisor Medlin stated the problem came to a head after the tornado when lines were down and MDOT was trying to clear the right of way. He stated there were a lot of delays and some of the double-trailer trucks were trying to turn around in the highway.

Supervisor Caldwell stated DeSoto County and FedEx have a great relationship and she feels like teamwork can make this resolution happen. She asked who the Board could call if they noticed trucks still using Hwy 305. Mr. Travillion gave the Board his phone number and stated they could call him at any time.

Supervisor Lee asked if FedEx had any repercussions for drivers or companies that continued to be on Hwy 305. Mr. Dunavant stated for safety reasons they have asked them not to use Hwy 305. He said if their expectations are not met; the relationship between the trucking company and FedEx could be in jeopardy. Mr. Dunavant stated they have been studying this situation for a few weeks; and just asked the contractors last week to stop using Hwy 305. He said this is not a quick overnight fix, but they have been working very diligently. Supervisor Lee asked if someone called in a specific truck number would there be repercussions. Mr. Dunavant stated there would be.

Mr. Travillion stated the relationship between FedEx and DeSoto County is very important; and the FedEx brand is very important. He said they are addressing the issue. Mr. Travillion thanked the Board for the opportunity to discuss this and said he hopes this discussion will be ended as the problem is resolved. He also expressed a desire to be a part of a discussion on the state level when they start talking about widening Hwy 305. Supervisor Caldwell said the Board would like to invite Mr. Travillion to help in getting that project going.

Supervisor Medlin thanked Mr. Travillion and stated he has been great to work with and very professional. Mr. Flanagan asked if FedEx would commit to meeting with their haul managers and stressing the importance of complying with this haul route. Mr. Dunavant stated they will continue to follow up until the behavior is changed. Supervisor Medlin stated some of the trucks are using other 2-lane county roads on occasion as well.

Supervisor Medlin asked Mr. Nowak about the timeline to grant the tax exemption. Mr. Nowak stated FedEx got their application in on time, so the Board was not really under a timeline to make a final decision. Mr. Pace suggested that there is a statutory amount of time from approval to get paperwork to the state. Supervisor Medlin asked if this could be held over until the next meeting to monitor the situation on Hwy 305. Mr. Nowak and Mr. Pace affirmed.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to hold over the approval of the tax exemption until the August 3, 2020 meeting.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Gardner suggested that a time lapse camera on Hwy 305 might be a way to see if the trucks are complying. Mr. Laughter stated that he thinks IT has one.

Mr. Nowak stated another option could be to grant the tax exemption and Fee In Lieu in short terms, such as 1-year or 2-year terms, to be able to bring it back up for review.

**See Exhibit G.2.a.**

#### **b. Guidelines Form Updates**

Supervisor Medlin stated that some companies had listed a haul route on their forms in the past and he would like to see that as a line on the form. Mrs. Lynchard stated she will get that done and bring the forms back to the August 3<sup>rd</sup> meeting.

**See Exhibit G.2.b.**

### **3. Parks & Greenways – Hawks Crossing Proposed New Park**

Mr. Laughter stated this is a follow-up from the land the developer at Hawks Crossing wants to donate. He reminded the Board this property is east of the elementary school. Mr. Nowak stated the Board authorized his firm to do some title work; and there were a couple of easements and a lien. He stated he was not authorized to make an acquisition. Mr. Nowak stated Entergy has agreed to allow use of their easement as long as it does not interfere with their lines; and he would have to finalize a no objection agreement with them. He stated he would also have to get a partial release on the lien.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to proceed with the acquisition of the property, finalize the no objection agreement with Entergy and get a partial release of the property lien.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Later in the meeting:

Mr. Nowak presented the Letter of No Objection from Entergy authorizing the County to utilize the property as the Hawks Crossing proposed new park.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the Board President to sign the Letter of No Objection from Entergy allowing the county to use their easement as part of the Hawks Crossing Park.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.3.**

**4. DIP Grant for Amazon**

**a. Memorandum of Agreement**

Mr. Nowak stated some changes have occurred on the right of way acquisition for Progress Way. He stated he has been working with Mr. Tony Jones who represents the White family who are not going to donate land; but want to sell based on a property appraisal. He stated MDA has agreed to increase the DIP grant by \$200,000 which changes the local match. Mr. Nowak stated Kurt Nelson at Hillwood said they will put in an additional \$200,000 which is enough to cover the estimated increase in cost of construction and the local match. He stated Hillwood is willing to do the work from Progress Way where it currently ends to the property currently owned by the White family. Mr. Nowak stated the DIP grant will increase from \$2,858,182 up to \$3,058,182 which will make the local match go up to \$305,818 from \$235,018. He stated the County will put in the original amount of the local match of \$235,018; and Hillwood will contribute \$70,000 for the local match and up to an additional \$181,000. Mr. Nowak stated the County will build a 5-lane road for 500 feet beginning at Hacks Cross Road going east and 3-lane the rest of the way. He stated the cost of right of way is \$80,651.34 and the temporary construction easement cost is \$18,634.84 for a total of \$99,286.18 in property acquisition.

See vote at G.4.b. below.

**See Exhibit G.4.a.**

**b. Approval to Submit Final DIP Grant**

Mr. Nowak stated there is a resolution to approve the final DIP grant.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve the resolution for the final DIP grant that includes additional monies, authorize the Board President to sign all necessary documents for the DIP grant application and right of way acquisition, approve the DIP grant MOA with Amazon in substantial form, approve the revised DIP grant site inspection agreement in substantial form with the changed dollar amounts, and approve the firm of Smith, Phillips, Mitchell, Scott & Nowak to acquire the right of way and temporary construction easements from the White family.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.4.b.**

**c. Site Inspection Agreement**

- 5.** Mr. Nowak stated he hopes to bring the finalized site inspection agreement, and the FILOT and Inducement agreements back in final form at the next Board meeting.**COVID-19 (Coronavirus) Update**

**a. Determination of Extension of Emergency Declaration – Signature Required**

See discussion and vote at G.5.b.

**See Exhibit G.5.a.**

**b. Updates**

EMS Director Mark Davis passed out a graph showing an increase in numbers for COVID-19. He stated there are 104 new cases reported today. He noted the 7-day trend was an uptick of 3; but the 14-day trend went up 50. Mr. Davis stated Baptist Hospital DeSoto is reporting 55 positive cases with 22 suspected; and he did not hear back from Methodist Olive Branch. He stated there are 727 active cases as of today.

Mr. Davis reported that the Long Term Care facilities are reporting 3 facilities with 12 employees and 5 patients tested positive. He informed the Board that the State does not remove a facility until they are completely clear for 14 days.

Testing: Mr. Davis stated Baptist's tests are taking about 7-10 days to get results. RedMed is reportedly doing a one-day test. Methodist will only test with symptoms and gets results in 48 hours.

Mr. Davis stated the Governor extended his restrictive order for DeSoto and some other counties until August 3<sup>rd</sup>. He stated one big change is that employees who have contact with the public shall be provided face coverings and shall wear them when on duty. Mrs. Barclay noted there is a new list of exemptions in the order.

Mrs. Lynchard stated the MSU Extension Service is doing a survey of businesses to see what the impact of COVID-19 is on businesses. She stated it is very important to the County to get this information because if a business does not make it; it will impact the County tax roll for FY21/22. She further noted that there was not a good representation from DeSoto County in the survey so she forwarded the survey to the area chambers and the Economic Council to send out to area businesses.

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to include the EMS report in the minutes, include the Governor's Executive Orders 1508 & 1509 in the minutes, and extend the Emergency Order until August 3, 2020 finding a state of emergency still exists in the County and the State.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.5.b.**

## **6. EMS – Personnel – Salaries for New Hires**

Mr. Davis stated when the Board approved the paramedic’s raises; the minutes did not show the raises would extend to new hires and he needed clarification on that.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to acknowledge the \$4,000 increase for paramedics and \$2,000 increase for EMTs includes new hire starting salaries.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.6.**

## **7. Sheriff’s Department – CorrecTek Agreement – Signature Required**

Commander Chad Wicker stated this is an agreement for an electronic monitoring agreement that uses similar software to what hospitals use. He stated their current system has some issues. He stated this is a stand-alone system with better protection. Supervisor Caldwell asked if there was a yearly fee. Commander Wicker said he thought it was about \$600. Mr. Nowak stated this is a payable in advance agreement of \$43,897 with \$800 per month for tech support/upgrade fees. Supervisor Caldwell noted that would be about \$9,600 per year. Supervisor Gardner asked if there was money in the Sheriff’s Department budget for this purchase. Commander Wicker affirmed.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the agreement from CorrecTek for electronic monitoring, finding the same to primarily be a service with any commodities provided being ancillary to the service, and to approve the prepayment finding it to be a necessary and immediate service to the Sheriff’s Department as presented by Commander Wicker and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.7.**

## **8. ICAC Update**

Supervisor Lee stated the committee met with 2 architects: UrbanArch and Shafer, Zahner & Zahner. He stated both firms met with the Sheriff and his staff and came up with a design. Supervisor Lee stated the available space upstairs in the Sheriff’s Admin Building was too small to fit the needs of the ICAC department. He stated the cost of adding space to the west side of the building was prohibitive; and Shafer, Zahner & Zahner came up with the idea of putting the addition behind the building.

Supervisor Gardner stated the cost of the proposed addition is approximately \$579,400, or \$200 per square foot for a total 2,772 square feet.

Supervisor Lee said this would utilize the parking lot behind the building and would ensure privacy for the children that would come in. He stated this is the plan the Sheriff wants to use; and now the key is to find the funding. He stated the Sheriff has offered to sell a helicopter, but now is not a good time. Supervisor Lee suggested putting the helicopter out for sale to see what the offers would come in at.

Supervisor Gardner asked if there was a forensic interview area. Supervisor Lee affirmed and stated it is a calmer, more home-like setting that would be more soothing to a child.

Sheriff Rasco said Mr. Zahner came up with a great design that no one had even thought about. He said the families would never have to come into the Sheriff's Admin building where people would see them. He stated they will also have a secure, storm-proof room that is extra secure. Sheriff Rasco stated they will only lose 6 parking spaces in the rear parking area.

Supervisor Caldwell stated they have to figure out where they are with cost; such as the building, radios, additional officers, etc. Sheriff Rasco said he always has money left in his budget, but he will not know how much until closer to the end of the budget year. Supervisor Denison agreed and noted the cost does not include contents or recurring expenses such as salaries & supplies. Mrs. Lynchard stated the cost of the 5 new COPS grant officers will be \$169,000 per year; the cubicles are \$70,000; the server is \$90,000; and the equipment for officers is \$2569. She stated the vests, server, and furniture are not recurring costs. Supervisor Caldwell asked if they would be using old cars. Sheriff Rasco affirmed. Mrs. Lynchard noted the County commits to keeping the COPS grant officers for at least 12 months after the grant expires and that cost will be \$375,000 after the 3 years on the grant. She noted the Sheriff's head count is most likely going to grow in any event. Supervisor Lee said without the grant, the County would be paying the \$375,000 from the start. Supervisor Caldwell said she would like the committee to get together with Donna Ford and Mrs. Lynchard to come up with some better numbers.

Supervisor Lee said he would like to get a commitment from the Sheriff to help pull together to make this work. He recommended having Shafer, Zahner & Zahner go ahead and get plans together and put this project in the next budget year. Sheriff Rasco stated he would put in \$160,000 out of his forfeiture account for furniture, cubicles and the server. Mrs. Lynchard stated if the Sheriff puts in \$160,000 that would leave \$12,485 over 5 years for equipment (\$2,569 for each officer). She stated if the building cost is \$600,000 and the Sheriff can put in \$200,000 from the sale of the helicopter; that will leave \$400,000. Supervisor Caldwell said the carryover money would be needed to pay for radios; but they were getting very close to the amount needed for the building.

Mrs. Lynchard stated the Sheriff has turned in the following amounts (rounded off):

- 2019 - \$113,000
- 2018 - \$717,000
- 2017 - \$417,000
- 2016 - \$101,000

Supervisor Michael Lee made the motion and Supervisor Ray Denison seconded the motion to authorize Shafer, Zahner, & Zahner to continue to develop the presented plans for the Sheriff's ICAC addition.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.8.**

## **9. Flood Study Update**

Mrs. Lynchard stated the letter that the Board sent regarding the flood study accomplished a lot and got a lot of attention. She stated that it was a good idea to look at the study by basins.

Supervisor Caldwell said they should have started out that way; and now they are running out of time and money. She stated the Corps is finding an avenue to fix things, but it will be up to the County to do the work. She said they were also able to show them areas that flood now; and never used to flood. Supervisor Caldwell said these areas defy the Corps' determinations of why it happened and how to treat it. She said they also told the Corps the County is not raising houses.

Supervisor Medlin said he believes the work being done on Holly Springs Road will help to get the water moved out of the areas quicker.

Mrs. Lynchard stated another discussion was that the Corps alluded to some areas being overdeveloped and they discussed what options the Board has when an engineer gives a certificate stating the area will not be impacted. She stated the Board does not have the right to deny an application when given that information. Mrs. Lynchard noted that Bullfrog Corner used to flood and the Corps' project on Horn Lake Creek helped with all of that.

## **10. Bless the Badge Conference Update**

Supervisor Gardner stated the Bless the Badge Conference has been postponed in light of the Governor's recent Executive Order. He stated they will try to have the conference later in the year. Supervisor Gardner asked if he should turn back in the check the County wrote to help support the conference. Mr. Nowak stated if the date is uncertain, turning the check back in would be cleaner.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded returning to Accounting the check written for the Bless the Badge Conference in the amount of \$250 for Advertising County Resources.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

## **H. NEW BUSINESS**

### **1. Tax Assessor**

#### **a. Request for Additional Position**

Tax Assessor Jeff Fitch stated he would like to start the new position on August 3, 2020. Supervisor Medlin asked what the increase would be for the coming year. Mr. Fitch stated it would be about \$58,000 total, including new equipment that would be needed. Mr. Fitch stated he called a couple of counties and got the following information:

- Jackson County is just above DeSoto County in assessed value of \$2.1 Billion and they have 22 employees
- Hancock County has 1/3 of DeSoto County's assessed value at \$680 million and they have 14 on staff
- DeSoto County has assessed value of \$2.18 Billion and have 14 ½ employees

Supervisor Medlin said he did not like for elected officials to ask for more raises during the year after the Board has given raises at budget time. Mr. Fitch said he understood Supervisor Medlin's position, but he also stated you pay for quality. He stated his employees work 40 hours per week, most have college degrees, and all have certifications.

Supervisor Gardner said he felt like Mr. Fitch knew the staffing needs in the Tax Assessor's office.

See vote at H.1.b. below.

#### **b. Budget Amendment for Additional Position**

Mrs. Freeze stated this amendment is to reallocate money for the software program that was approved for the reappraisal and for the additional position requested by Mr. Fitch.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve the budget amendment as presented and the new position in the Tax Assessor’s office as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Medlin stated he did not agree with giving raises and adding positions that were not approved at budget time.

	Fund/Department #	001 / 103				
(1)	Tax Assessor					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-103-402	Deputies/Assistant Managers	\$ 657,881.92	\$ 821,768		\$ 2,560	\$ 819,208
001-103-440	Part Time Employees	\$ -	\$ -	\$ 2,560		\$ 2,560
001-103-456	Reappraisal Update	\$ 26,998.18	\$ 84,212		\$ 8,300	\$ 75,912
001-103-594	Other Contractual Services	\$ 20,190.00	\$ 31,200	\$ 8,300		\$ 39,500
	TOTALS		\$ 937,180	\$ 10,860	\$ 10,860	\$ 937,180
Reason for Request:	To account for part time summer employee from funds not being utilized in line item 402 and to account for Just Appraised software implementation and maintenance contract.					

See Exhibit H.1.b.

2. Office of Finance and Accounting

a. Preliminary Inventory Dispositions – Sheriff’s Department

Sheriff Rasco stated they traded some old rifles in on some new rifles for a discount. Mrs. Hanks stated the old rifles need to be taken off the inventory.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary inventory disposition of rifles as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>



DEPT	SHERIFF'S DEPARTMENT			NRC = NON REPAIRABLE (COST)		K = THOUSANDS			DEPT	200	
NAME:				NR = NON REPAIRABLE		H = HUNDREDS			LOC		
				DAS = DECLARE AS SURPLUS		D = DOLLARS					
ASSET #	GRANT	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C O	S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
40942		ROCK RIVER AR15 RIFLE	CM225606	Returned for credit for PO 154172	2011	7h	SO-Admin				
40943		ROCK RIVER AR15 RIFLE	CM225623	Returned for credit for PO 154173	2011	7h	SO-Admin				
40944		ROCK RIVER AR15 RIFLE	CM225653	Returned for credit for PO 154174	2011	7h	SO-Admin				
40945		ROCK RIVER AR15 RIFLE	CM225610	Returned for credit for PO 154175	2011	7h	SO-Admin				
40947		ROCK RIVER AR15 RIFLE	CM225628	Returned for credit for PO 154176	2011	7h	SO-Admin				
40949		ROCK RIVER AR15 RIFLE	CM225609	Returned for credit for PO 154177	2011	7h	SO-Admin				
40950		ROCK RIVER AR15 RIFLE	CM225603	Returned for credit for PO 154178	2011	7h	SO-Admin				
40952		ROCK RIVER AR15 RIFLE	CM225624	Returned for credit for PO 154179	2011	7h	SO-Admin				
40954		ROCK RIVER AR15 RIFLE	CM225602	Returned for credit for PO 154180	2011	7h	SO-Admin				
40955		ROCK RIVER AR15 RIFLE	CM225618	Returned for credit for PO 154181	2011	7h	SO-Admin				
40956		ROCK RIVER AR15 RIFLE	CM225627	Returned for credit for PO 154182	2011	7h	SO-Admin				
40958		ROCK RIVER AR15 RIFLE	CM225604	Returned for credit for PO 154183	2011	7h	SO-Admin				
40959		ROCK RIVER AR15 RIFLE	CM225632	Returned for credit for PO 154184	2011	7h	SO-Admin				

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION		NOTES
SIGNED BY: _____ DATE: _____				PRELIMINARY PRESENT TO BOS		Returned for credit to buy new rifles on purchase order 154172.
PRINT NAME: <u>Roger Hutchins/ Juan Martinez</u>				July 20, 2020		
DISPOSED BY: _____ DATE: _____				FINAL PRESENT TO BOS		
PRINT NAME: _____				DATE INVENTORY DISPOSED IN AS400		
INV CLERK: _____ DATE: _____				DATE BOS FINAL MINS ATTACHED		
						Page 1 of 1

See Exhibit H.2.a.

b. Claims Docket

Supervisor Jessie Medlin asked about the following claims:

Page 15 – Medical for Mr. Brown – Sheriff Rasco stated the court ordered an evaluation. The invoice showed part of the cost was for an expert testimony. Sheriff Rasco stated they will bill the state and try to get a reimbursement as Mr. Brown is a state inmate.

Supervisor Mark Gardner asked about the following claims:

Page 5 – Millennium – The invoice showed the damages were on the same car. Sheriff Rasco stated they were chasing a suspect when the damages happened.

Page 5 – Spring Place HOA – Supervisor Gardner stated the HOA call him to say they paid DeSoto County Electric to come out and replace a light pole that the limb truck boom broke. They sent the bill to the County for reimbursement.

Page 12 – Woodson & Bozeman – Mr. Houston stated they replaced a 42-year old 7.5 ton a/c unit at Region 4 at the Old Health Department building.

Page 13 – Paessler AG – Mr. Alberson stated this is a maintenance agreement for a network monitoring tool that can be attached to any kind of computer service on the network.

Page 33 – Chevrolet Silverado from Roger Dabbs – Sheriff Rasco stated this is a replacement for one they are selling at auction.

Page 50 – Reimburse Chris Sheley for mileage – Mrs. Lynchard stated he does not have an issued car. She stated the 2 vehicles Drug Court has are for the people that go out and do the drug testing.

Page 52 – Crystal Winters – Mrs. Hanks stated Ms. Winters is the new court administrator for Judge Daniels.

Page 61 – North MS Tree – The invoice showed this was for a dying oak tree at Horn Lake Road and a dislodged pine tree at Hwy 305 and Holly Springs Road. Supervisor Caldwell said the tree on Horn Lake Road was huge and there was a fence, the house, and the road to consider.

Page 68 – Michaels Tree Service – The invoice showed invoices for 5 weeks in June.

Supervisor Ray Denison asked about the following claims:

Page 15 – Cyber Genetics Corp. - \$5,000 – The invoice showed this was for an expert witness.

Page 27 – Election Systems & Software – The invoice showed yearly maintenance on the Express Vote machines. Supervisor Denison asked if there was a budget for this. Mrs. Lynchard stated it comes from the money the County gets from the State in an allocation. She said it has covered the fees thus far. Mrs. Lynchard stated the federal money is sent to the State and the Secretary of State sends it to each county based on population. She stated the Election Commission bought the new machines with this money also.

Page 36 – Funderburk’s - \$10,890 – Sheriff Rasco stated they have had an increase in inmates. He said they have 388 as of this morning; and the normal number is 200 something.

Page 53 – Guardian RFID – Tracking bracelets for inmates

Page 59 – Stryker for stretcher – Mrs. Lynchard stated this was the stretcher for the new ambulance and was paid for out of Delta Trauma Funds.

Page 60 – Thompson Machines – Rental and insurance – The invoice showed this was for one week. Mrs. Hanks stated they will check on the insurance and see if it can be reimbursed.

**Supervisor Lee Caldwell had no questions.**

**Supervisor Michael Lee had no questions.**

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the items on the claims docket and authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.2.b.**

### **3. Grants Administration**

#### **a. Youth Drug Court – Request to Accept Justice Assistance Grant - \$81,584.00 – Signature Required**

Mrs. Freeze stated the grant was approved and requested the Board accept the funds.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the Justice Assistance Grant for Youth Drug Court in the amount of \$81,584.00 as presented and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.3.a.**

### **4. Parks & Greenways**

#### **a. Ingram’s Mill Hiking Trail Purchase Exceeding \$25,000**

Parks & Greenways Director Ray Laughter stated there was a budget of \$65,000 for this project and they are right on target. He stated they got 2 quotes on the labor for the project:

- TomCo LLC - \$28,605
- Progressive Construction - \$47,270

Mr. Laughter notes this is only for labor and the estimated cost on the concrete is \$20,000. He stated this will be reimbursed by a grant with a 20% County match. Mr. Laughter stated the total grant is for \$150,000 which includes the County’s \$30,000 match.

Supervisor Medlin asked how long the trail would be. Mr. Laughter stated it is 1,325 feet and should take about 2 months to complete. Mr. Laughter said TomCo will do the prep work and the Road Department will take out a few trees that need to come out.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the low quote from TomCo in the amount of \$28,605 for labor on the Ingram’s Mill Walking Trail finding it to be the lowest and best qualified quote, and to authorize the work to continue.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.4.a.**

## **5. Facilities Management**

### **a. Update on Animal Shelter**

Mrs. Lynchard stated all work has been covered by donations and money provided by the legislature. Facilities Director Shawn Houston stated all the air conditioners have been replaced, they added 11 fans throughout the kennels, and all exhaust fans have been pressure washed. He stated they got the special moisture proof ceiling tiles in and they are waiting for Upchurch to get back in and replace the duct work. He stated they have 311 ceiling tiles to install.

Supervisor Caldwell asked if the balance remaining was \$13,000. Mrs. Lynchard affirmed and stated the shelter had about \$13,000 in donations that were given for air conditioning, so they used that money first. She said she has spoken with the office at the legislature that handles the money and they said the money can basically be used for capital improvements. Supervisor Caldwell stated they have talked in the past about installing a well at the shelter and she asked Mr. Houston to check on that. Mr. Houston said he would make some calls and look into that.

### **b. Request Additional Improvements at Animal Shelter**

Mr. Houston stated the kennel floors have epoxy on them and some areas need to be repaired. He stated the original contractor said he can fix the floors for \$2,000. Mr. Houston said he has requested a quote in writing and he would like to get the floors fixed out of the legislation money.

Supervisor Caldwell asked if there were any other needs. Mrs. Lynchard stated they are checking on pressure washers. Mrs. McLeod stated they are also looking at the racks that hold the food and water bowls in the kennels. Mrs. Lynchard stated the racks were in the budget for next year, so it would be good if they could be purchased with the legislative funds.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize fixing the floors and other projects at the Animal Shelter as approved by Mrs. Lynchard or Mrs. McLeod.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mrs. Lynchard stated Mrs. Mock has mentioned getting an ice machine at the shelter, but it would not be covered as a capital improvement. Supervisor Caldwell asked if the donated money could buy that. Mrs. Lynchard stated it was specified for air conditioning. Supervisor Medlin asked what the cost was. Mrs. Lynchard stated \$3,475. Supervisor Medlin asked if they had a refrigerator and freezer at the shelter. Mrs. Lynchard affirmed. No Board action was taken.

See Exhibit H.5.b.

**c. Emergency Purchase – Chiller Repair**

Supervisor Medlin asked if we were in pretty good shape with 2 chillers running. Mr. Houston stated it takes 2 running all the time to cool the buildings. He said if one of them goes down, we will be in trouble. He stated that the 3<sup>rd</sup> chiller is for back-up and right now there is no back-up. Mrs. Lynchard stated there are 2 quotes: Daiken at \$64,494 and Upchurch at \$68,858. She stated the chiller is Mr. Houston's expertise.

Mr. Houston stated Mr. Jerry Edwards from EK Automation said another option was to change the chiller out to a 300 ton Mag Chiller, which would cost about \$200,000 and be more efficient. Supervisor Lee said Mr. Edwards told him the 300 ton chiller would handle everything and the other two could be backups. Mrs. Lynchard stated if it was in the energy contract, it would basically be financed and the savings would be guaranteed.

Supervisor Medlin asked the size of the current chillers. Mr. Houston said they are 200 ton units.

Mrs. Lynchard stated they are requesting an emergency purchase because it takes 4 weeks to get the parts in to repair the 3<sup>rd</sup> chiller and if one of the 2 working ones goes out the buildings will be hot. She said that would mean stopping court as there would be no air in the courthouse or the old jail with juvenile court and juvenile detention; as well as the administration building and chancery land.

Supervisor Lee asked if a \$64,000 repair would be a band aid or if it will fix the problem. Mr. Houston said it should last for about 10 years after the repairs. He stated the computer drive is the brains of the chiller and tells it what to do. Mr. Houston stated he will get Jerry Edward to come talk to the Board and give his opinion on the best option.

**Later in the meeting:**

Jerry Edwards of EK Automation stated a major external event caused a catastrophic failure with a major electronic part that runs the compressors. Mr. Edwards said with the energy conservation measures coming up, the County could replace the machine with one that uses half the energy, if timing would allow for that. He stated the 300 ton machine could be the lead machine and it would carry the cooling the majority of the time at lower energy. He noted, though, that the problem now is there are only 2 machines running and it takes them both to cool. He said if one of those machines goes down, the buildings will lose air.

Supervisor Lee asked the cost of a new 300 ton machine. Mr. Edwards said it would be around \$200,000 along with installation costs, retrofitting pipe, electrical, etc.; so roughly about \$250,000 total. He said the lead time on that is about 12 weeks. Supervisor Lee asked how that would pan out with energy conservation. Mr. Edwards stated they could take it on and basically finance the machine over the time of the energy savings plan and would probably take a few months to get installed. He stated the repair of the current chiller is about 5 weeks out.

Supervisor Lee asked what the life of the machine would be if repaired. Mr. Edwards stated the repair is so expensive because the Variable Frequency Drive (AFD) is obsolete and they would have to customize another AVB brand drive for the machine. He stated it should run for another 10-15 years after that.

Supervisor Denison asked if the AFD could be retrofitted to a new machine. Mr. Edwards said it could not, but it could be retrofitted to one of the other machines if they were to go down.

Supervisor Gardner asked if the chiller plant was adequately covered with electricity. Mr. Edwards stated that is a question for an electrician. He stated the Rockwell Drive failed internally. He said AVB is the top of the line. Supervisor Gardner said he would like to have an electrical engineer look at the surge protection on the chiller plant.

Supervisor Denison asked if the chiller would be custom made. Mr. Edwards affirmed. He stated the plant consists of 3 centrifugal chillers; each with a chilling pump and condenser and 4 primary pumps. Supervisor Denison asked where the cooling coils were located. Mr. Edwards

stated the chiller plant purely produces cold water and sends 42 degree water through the pipes. He stated the water comes to the roof where there are 6 big units and the cooling coils are in the roof units. Supervisor Medlin said a new machine would be best, but risky. Mr. Edwards said it would be very risky. Supervisor Denison said the County could probably run a 300 ton unit cheaper than one of the old 200 ton units.

Mr. Edward said another design improvement would be a water side economizer, basically a radiator that does not require electricity that lets you run pumps if the temperature outside is under 45 degrees. He stated with the old jail, the chiller runs year round. Supervisor Denison asked the cost on the water side economizer. Mr. Edwards said it was approximately \$100,000 installed. Supervisor Lee thanked Mr. Edwards for the information.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to accept the low quote from Daiken at \$64,494 to repair Chiller #3 finding this was an emergency purchase given the fact if another chiller goes down, the County could not operate at full capacity; and have an electrical engineer look at the surge protection on the chiller plant.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.5.c.**

## **6. Contract Administration**

### **a. Environmental Services – Dynamic Recycling – Signature Required**

Director of Procurement and Administrative Services Pat McLeod stated this is a contract to recycle electronics and it is a one-year term.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract with Dynamic Recycling as presented and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.6.a.**

### **b. IT – Meraki, Inc. – Finding of Fact for Prepayment**

Mrs. McLeod stated this is a dual finding of fact as the County is buying Meraki Support from Zones. She stated this is for licenses and tech support used to manage county cell phones and apps on phones. Mrs. McLeod stated the County has done business with Zones/Meraki for several years and they have proven to be able to fulfill the services.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the prepayment of the contract costs to Zones for Meraki Support finding they provide an immediate and necessary service to the County and have demonstrated they have the ability to provide the services.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
--	------------

Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.6.b.**

## **7. Road Department**

### **a. Finding of Fact – Dam Repair at Thunderbird Drive**

Supervisor Lee stated the south dam at Buena Vista has an overflow spillway that goes across the County road. He stated the dam is collapsing and the HOA wants to know if the County can fix it. Mr. Nowak stated there was a similar situation at Lake of the Hills and the County repaired the road; but the HOA repaired the dam.

Supervisor Caldwell said there are some similar situations in the 4<sup>th</sup> district and it was determined that the County can asphalt the road, but not do concrete work at the dam.

Supervisor Lee asked if the County would repair the section that is under the road. Mr. Nowak stated he would have to research and see how the road register reads. Supervisor Caldwell said they would also need to know for Koko Reef.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to research and see what the County can legally do in these situations.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.7.a.**

## **8. IT Request to Change Job Description & Position**

IT Director John Mitchell stated Mrs. Traci Webb is going back to teaching with DeSoto County. He stated he would like to advertise and hire the position she had recently moved into; which is desktop administrator. He stated he would also like to slightly elevate the pay to be competitive. Mr. Mitchell stated he would probably want the position to start at about \$40,000 per year which is around an additional \$10,000 per year.

Supervisor Mark Gardner made the motion and Supervisor Ray Denison seconded the motion to authorize Mr. Mitchell to advertise for a desktop administrator at a starting salary of approximately \$40,000 per year.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

## **9. Web Redesign Proposal**

Community Resource Director Christie Barclay stated she has been working on the County's website and fixing some broken links she found. She stated she had a zoom call with CivicPlus and the County is eligible for a redesign at no cost as part of the current contract. Mrs. Barclay

stated the redesign could take up to 28 weeks, working with a designer and Civic Plus. She stated CivicPlus suggests a team of 1 to 5 people. She also noted that Mr. Mitchell has expressed an interest in being part of the redesign. She stated that any errors or bad links need to be fixed before moving forward; but she put the County in the CivicPlus queue for a week of July 27 start date.

Supervisor Gardner stated the website needed to be more mobile friendly. Mrs. Barclay stated that is one of the key components.

Supervisor Caldwell asked about the Design Component Overview for \$750. Mrs. Barclay stated they can buy a 4-hour block of training for new employees or department heads for \$750. She said it is not required, but she does suggest it. She stated they can discuss that at a later date and it might be something she could teach. Mrs. Barclay also stated the news alert has an option to send texts to people who are signed up for notifications. She stated the County is at about 80% of the capacity at this time. She stated if the County launches and publicizes the website there will only be a limited number of slots available unless they purchase more slots at a cost of \$945 per year. She stated that decision can also be made later.

Supervisor Gardner asked who would be on the redesign team. Mr. Mitchell said the last team was a cross section of people and he thought that would be good. Supervisor Gardner suggested someone from the Road Department and Sheriff's Department. Mr. Mitchell also said someone to represent the Board would be good. Supervisor Gardner said it would be good to get input from elected officials for their pages. Mrs. Barclay stated there is a premium Department Header Package that would make the departments page look like their own web page; but still live under desotocountymys.gov. She said, for example, someone could type in desotochancery.gov and it would have its own look. She also noted there is a scheduler that can be used.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to form a committee, move forward with the redesign, and decide later about training; and bring the committee information back to the next meeting.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.9.**

## **10. Broadband Impact on Census 2020**

Mrs. Barclay stated DeSoto County and Madison are still tied for 1<sup>st</sup> in the State with Census responses. She stated the number is 68.6% today which is 1% up from Friday. She stated that 59.9% of the responses have been over the internet. Mrs. Barclay stated the response rates are the lowest in Eudora, Lake Cormorant, and the Southeast portion of the county where there are large areas without internet service. Mrs. Barclay stated, in 2010, there was a 71% self-response rate. Supervisor Caldwell said some people will not complete their census unless someone goes to them. Mrs. Barclay stated she had wondered if the County could do a Census day, and set up with computers in different areas to help people fill out their Census. She also suggested starting a fun contest with Madison County.

Supervisor Caldwell stated Senator Wicker is chairman of the Commerce Committee and he has taken DeSoto County's map to the FCC.

**See Exhibit H.10.**

## **11. Social Media Rules & Guidelines**

Mrs. Lynchard stated Mrs. Barclay has opened the Administration eyes as there is a lot more activity on the County's social media; sometimes positive, sometimes negative. She stated Mrs.

Barclay has had some requests to take some posts down or respond in a certain way. Mrs. Lynchard stated the managers need to know proper ways to handle social media because it overlaps with public records rules. She requested the Board give authority to the Board Attorney to research this.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to research the laws regarding posts on social media and how to handle them and review current social media practices and policies.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

## **12. District 2 Planning Commission Appointment**

This item was moved to Executive Session.

## **13. Budget FY21**

### **a. Discussion Regarding Requests for Financial Assistance**

Mrs. Lynchard asked the Board how they wished to handle the financial requests for support. The Board agreed it would be the group's preference to come in person or over the phone or just send in their paperwork.

## **14. 2:30 p.m. – Justice Court Project Update**

- a. Approval to Move Forward**
- b. Project Budget**
- c. Approval to Update Agreement with Urban Arch**
- d. Approval to Seek Civil & Landscape Services**

The Board discussed the above items in a general discussion of the Justice Court project. Mr. Brian Bullard and Mr. Nick Koslowski were present to represent Urban Arch.

Mrs. Lynchard stated Urban Arch made some cuts to bring the building back into the budget. She reminded the Board that since the County's civil engineer left, that would have to be added back to the budget. She stated lighting & parking lot was going to be done in-house; but Mr. Jarman stated the Road Department can only do the rough grading, not the finish grading. She stated that Supervisor Gardner and Supervisor Lee asked what costs were not in the plan and they looked at IT, furniture, etc. Mrs. Lynchard stated the budget is \$7 million as the Board added \$1 million to the originally budgeted \$6 million with the County's bond.

Mr. Brian Bullard stated \$5 million was originally a place holder and they went to work to see what they could do. He stated everything would not quite fit and that is when they backed out Drug Court and made the 2 courtrooms equal size. He stated the building is a little large than they originally thought. Supervisor Medlin asked why there were 2 courtrooms. Sheriff Rasco stated Justice Court does use two courtrooms some days. Mr. Bullard stated their research said there was enough overlap to warrant 2 and Drug Court will use one of them one day a week.

Mr. Bullard stated they sought advice from 4 different contractors and averaged those estimates to come up with the \$6 million figure. He said he thinks the number is all inclusive at \$6.5 million without the civil engineer fees. Mr. Bullard stated Urban Arch's fee adjustment is an increase of \$108,000 including site design. Supervisor Gardner said they will not know a number until they get bids; but he feels like they are ready to move forward to the next phase. Mr. Bullard stated they are also identifying alternates for bids to give a little range to choose from. Mrs. Lynchard stated if the decision is to move forward, the next step is to contract for



renovations to the old child support building for Adult Drug Court. She stated Drug Court will pay for those renovations.

Mr. Koslowski listed the building's highlights:

- East of Detention Center – Expand existing parking lot from 56 to 159
- Gravel for expansion parking – will ask for paved as an alternate
- Front lobby spread across is accessible off main court
- Central filing area adjacent to Clerk's office
- Shared office for constables
- Drug Court suite courtroom & offices for court staff
- Courts designed to have overflow
- Center of building Judges' offices, prosecutor & defender offices
- Dedicated restrooms for court staff
- Conference Room, Juror deliberation room
- Sheriff's visitation suite
- Holding cells for men & women
- Access to transport inmates along secure corridor to Drug Court if needed
- Covered open air walkway enclosed with security fence from Detention Center (Mr. Bullard noted this was originally a closed corridor and the Sheriff said it was not necessary so that saved about \$200,000.)
- Covered walkway, security screening in front lobby with public restrooms
- Drug Court will use one courtroom one day a week
- Pews for courtrooms and integrated seating outside with built in benches

Mr. Bullard stated they met with Judge Adams, Justice Court personnel, and Mrs. Lynchard to work through some other details:

- Plaintiff & defendant with separate lecterns
- Jail visitation area has public kiosk for payment to be made for inmates
- Overall square feet 22,230

Mrs. Lynchard stated they also discussed that Drug Court will have access to the restrooms and testing, and possibly the 2<sup>nd</sup> courtroom could be used for lunacies, and writs. Chancery Clerk Misty Heffner stated her office could use the courtroom for commitments as well.

Supervisor Gardner asked if the City of Hernando has asked the County to vacate the space at the Gale Center. Mrs. Lynchard stated they have because they need the space. She also noted that Adult Drug Court has actually put a door across two file cabinets for a makeshift desk because they are so cramped. Sheriff Rasco suggested that the 2<sup>nd</sup> courtroom could be used for spillover so people would not have to wait outside in bad weather.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to move forward with the Justice Court Building based on the information received, modify the contract with Urban Arch to add the fee adjustment based on additional square footage, civil engineering fees, landscape architect fees, and authorize the Board President to sign the contracts subject to the Board attorney's review.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to authorize a budget amendment to allow for Geo Tech services.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>

Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.14.

### 15. Legislative Requests

Mrs. McLeod stated it is time to start working on the legislative request book if the Board wants to pursue that this year. She stated it takes many hours to get the book together.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to forgo the Legislative Request book this year.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.15.

### 16. RFQ for Energy Performance Services

Mrs. Lynchard stated Mrs. McLeod sent out the RFQ as required by law. She stated the RFQ’s came in and she, Mrs. McLeod and Mr. Houston independently analyzed them and then got together to study them. Mrs. Lynchard stated the proposals came from ABM and Integrity Energy. Mrs. Lynchard stated ABM has a local rep and that is good as the Board was leery of going into another energy project without someone with local ties. She noted there were no remarks with the Better Business Bureau against ABM; but there were several with the other company. Mrs. Lynchard stated she is very cautious of going into an energy agreement like they did with Siemens where the contract provisions do not accurately reflect savings calculations and it is hard for the County to verify the savings. She stated she thinks the Board wants it to be based on the utility bill and the savings based on the utility bill. Mrs. Lynchard stated they recommend moving forward with ABM. Mrs. Lynchard stated ABM wants the Board to sign a letter today saying the County will proceed with the project and, if the County does not go forward with project after they meet the qualifications, the County will pay \$25,000.

Supervisor Denison asked what that meant. Mr. Byrd stated the project has to be self-funding. Supervisor Denison stated some of the project he looked at took many years to recoup. He noted one took 38 years. He stated if the County can’t get more than \$360,000 per year, he did not think it was worth the time and money to invest. Mrs. Lynchard stated the group felt the same way and that is why they want to ask approval to negotiate with ABM to determine how many buildings will be on the program and negotiate the fee. She stated Mr. Byrd says the County can save money on any building, but you don’t want to get into something that goes out that far. Mrs. Lynchard stated they want the Board to understand which buildings are included on the ROI and that a good decision is made moving forward as well as decide what a fair price is for ABM in case the County decides not to move forward.

Mr. Byrd stated they have references from other states; and the MS legislation requires a budget neutral project so that some customers will elect to use the project to finance some items that are longer payback items. He stated the final scope of work is strictly the customer’s choice. Supervisor Gardner asked if there was a reasonable pay-back time. Mr. Byrd stated most are about 15 years. He stated with DeSoto County’s numbers, it looks like it would be a 15-year contract that would create \$2.25 to \$2.5 million to put back into the County’s budget.

Supervisor Denison asked if there could be some target items that are achievable in 1-,5-, etc. year terms. He noted that systems put in now might not make sense for 15 years. Mr. Byrd stated when ABM does an investment grade audit, they list each ECM (Energy Conservation Measure) and the County can pick which ones they want or need in the final ROI.

Supervisor Denison asked if \$25,000 was a firm number. Mrs. Lynchard stated that Mr. Byrd based that number on square footage and it would only come into play if an economically viable project was presented and the County decided not to move forward. She stated with Siemens they knew where they were or were not saving money. She said they would like to talk to ABM about what would be an acceptable ROI and a standardized measure of savings along with a standard measure of what the County is billed. She stated, as far as projects, the County has another chiller situation and a couple of people have suggested using the energy project as a way to correct some of the design errors in the chiller. She stated the only way to do that would be to stretch the money out and finance.

Supervisor Lee stated he did some research on the chiller; and asked if financing through ABM would be a way to put in a new chiller. Mrs. Lynchard stated the County really does not need a new chiller; they just need to redesign the old one. She stated the other thing to negotiate an acceptable fee depending on how many buildings are included. Supervisor Caldwell asked if ABM was open to that negotiation. Mr. Byrd affirmed. Mrs. Lynchard stated that years ago the solution to the problem was the chiller plant. She stated every time it breaks, the cost is huge. Supervisor Gardner asked if the chiller replaced about 60 condenser units. Mr. Houston stated that was about right.

Mrs. Lynchard stated the committee's recommendation is to select ABM, to negotiate further, come back with a plan, and make a billable unit as a standard for measuring the savings.

Supervisor Denison asked if ABM used certain products. Mr. Byrd stated they are product neutral. He stated they want to help customers with whatever brand they are using. Supervisor Denison stated the operation of the chiller is only as good as its components; and being able to select the right parts is key. He stated the County would rely on ABM to do that with input from the Facilities Department. Mr. Byrd agreed that the County's input would be very important.

Mr. Nowak noted there would be a good bit of special language in the contract. Mrs. Lynchard stated Mrs. McLeod spent hours researching statutes and other RFQ's to get the correct information.

Supervisor Lee stated the bottom line is this Energy program is all about saving the taxpayers money. He said studying the lighting and air conditioning will be a benefit. Supervisor Denison agreed and said it is a good idea to know where the County stands on their energy level.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to negotiate contract documents and help with verbiage; select ABM as the most qualified based on their experience, customer service, specs, technical and financial arrangement, and overall proposed savings benefit to the County; and appoint a committee to include Mr. Shawn Houston and Supervisor Ray Denison.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.16.**

## **17. Lobbyist for Economic Development**

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to opt not to pay for a lobbyist for economic development.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>

Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**18. Insurance Rate Renewal Offer for Symetra**

Human Resources Director Carla Crockett stated she got a call from Lipscomb & Pitts asking the County to consider locking in Symetra’s rates for an additional two years until March 2023. She stated the rate for family basic life and accidental death/dismemberment insurance is \$1.38 a month; and short term/long term disability rates will remain the same as well. Supervisor Medlin stated he thought locking the rates in was a good idea.

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to lock in Symetra’s rates on family basic life, accidental death/dismemberment, short term/long term disability until March 2023 as recommended.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**I. PLANNING**

**1. Public Hearing – 1:00 p.m.**

Supervisor Gardner made the Motion and Supervisor Medlin seconded the Motion to open the Public Hearing for McElroy Farms scheduled for today.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

<b>FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN</b>	<b>YES</b>
<b>SECOND DISTRICT SUPERVISOR, MARK GARDNER</b>	<b>YES</b>
<b>THIRD DISTRICT SUPERVISOR, RAY DENISON</b>	<b>ABSENT</b>
<b>FOURTH DISTRICT SUPERVISOR, LEE CALDWELL</b>	<b>YES</b>
<b>FIFTH DISTRICT SUPERVISOR, MICHAEL LEE</b>	<b>YES</b>

- a. McElroy Farms (789) – Application is for rezoning of 44.8 acres from AR to PUD, identified as Parcel 206515000 0000200 located on the south side of College Road, east of Highway 305 in Section 15, Township 2, Range 6W (District 1)  
Applicant: The Reaves Firm**

Mr. Hopkins presented the McElroy Farms application for rezoning of 44.8 acres from AR to PUD. Mr. Mark Matthews and Mr. Mike Davis were present to represent the application.

Mr. Davis stated the proposed site is within 4-5 miles of schools, a new hospital, increased retail developments and downtown Olive Branch. He sated the proposed plan is consistent with the Comprehensive Plan and the I-269 Corridor Plan and there has been a change in the neighborhood.

Mr. Davis stated the outside lots will be 20,000 sqf to transition from the neighboring 30,000 sqf existing lots, then the lots will go down to 15,000 sqf and then10,500 sqf for the lots facing the common area. He stated there will also be a common area in the south west corner of the development that will contain a natural area, walking trail and detention. He illustrated how the drainage on the site looks now versus how it will look post construction. Mr. Davis stated the minimum house size will range from 2,200 sqf to 3,000 sqf. He stated there will be 1 acre lots that face College Rd and he would like to keep a rural look for those lots.

Mr. Mark Matthews stated the development will have a more rural look, with homes that have front porch components and homes that are farm house style. He discussed the fencing on the lots fronting College Road.

Supervisor Caldwell stated if the common area is owned and maintained by the HOA it needs to be stated on the plat. Mr. Matthews stated it will be on the plat, as well as in the deed restrictions.

Mr. Matthews stated they were able to not have to grade most of the tree lines along the boundaries of the property. He stated there will be fencing around the boundaries and the natural area. Supervisor Medlin asked if the developer will build the fences. Mr. Matthews stated each builder will be responsible for building the fence and all fences will be built of a particular cedar construction.

Supervisor Medlin asked which lots will have homes with front load garages. Mr. Matthews stated some of the 10,500 sqf lots will have front load garages that are offset. Mr. Matthews asked if the side setback on the 15,000 sqf lots could be 10 ft. instead of 15 ft. to be consistent with the setbacks of the 20,000 sqf lots.

There was discussion of the road width within the development. Supervisor Medlin stated they are looking for 18 ft wide streets with curb and gutter.

There was discussion of the sidewalks on the lots along College Road and it was agreed that all lots on College Road would have sidewalks.

Supervisor Medlin asked if the fences will be located on the estate lots and if so who will be responsible for maintaining. Mr. Matthews stated the fences will be on the lots and there will be an easement to allow the HOA to maintain the fences.

There was discussion of how the driveways will be aligned with the fencing on the estate lots.

Mr. Matthews stated the homes along College Road will be setback 75 feet and the developer will mostly like build the fences between the houses on the estate lots along College Road.

Supervisor Denison asked if both planter beds at both entrances will look the same. Mr. Matthews stated they will look the same.

Supervisor Denison asked if the developer will build and install the walking trails simultaneously with the beginning of the first house. Mr. Matthews stated that he plans to begin install the walking trails before the first house is started.

There was discussion of phasing of the development. Mr. Matthews stated he wants to develop in one phase but may have to be two phases based on the weather.

Supervisor Denison asked if the chain-link fencing will be screened. Mr. Matthews stated that it will be screened with heavy vegetation.

Supervisor Denison asked if the farm houses will be elevated. Mr. Matthews stated yes they will be with 2-3 step minimum.

Supervisor Denison asked what the building material of the walking trails will be. Mr. Matthews stated they would like to use an aggregate material as it will be easier for the HOA to replace and maintain.

Supervisor Gardner asked who Tressell, LLC is. Mr. Matthews stated it is the partnership for this development. Supervisor Gardner asked if they have built in DeSoto County before. Mr. Matthews stated not as Tressell, LLC.

Supervisor Medlin asked that the two story homes not look like boxes. Mr. / Matthews stated that they won't because the majority of the square footage will be on the lower level.

Supervisor Medlin asked if the mailboxes will all be the same. Mr. Matthews stated they will be and will all be wrought iron. Mr. Hopkins stated staff has made the developer aware of the need to talk to the US Postmaster for that area about possible cluster boxes.

Supervisor Medlin stated he may want to designate one of the streets as a construction drive depending on which side development starts on.

Supervisor Medlin asked if there was anyone to speak for or against this item.

Lisa Britt came forward and stated she feels this development will be good for the Olive Branch area.

Supervisor Lee asked what the time frame would be to get started if approved. Mr. Matthews stated they are waiting on DEQ to give them the SWIPPP and have already begun having the construction plans drawn.

Supervisor Gardner asked if the County Engineer has reviewed the plans. Mr. Cardosi stated that he has and agrees with the City of Olive Branch's requirements.

Supervisor Medlin made a Motion and Supervisor Caldwell seconded the Motion to approve the McElroy Farms application for rezoning of 44.8 acres from AR to PUD, to include authorization of the Board president to sign the Erosion Control Agreement; that the side setbacks be 10 ft instead of 15 ft on Lots 1-24, conditioned that the interior streets are 18 ft. wide; sidewalks will be on all lots along College Road and the development be consistent with the plan book presented, finding that after consideration of the recommendation by the Planning Commission, the comments of the applicant and the public from this meeting, documents presented, his knowledge of the area, this rezoning will not adversely affect the character of the surrounding residential neighborhood, that there is substantial evidence of a change in the character of the neighborhood and there is a demonstrated public need for the zoning.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

<b>FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN</b>	<b>YES</b>
<b>SECOND DISTRICT SUPERVISOR, MARK GARDNER</b>	<b>YES</b>
<b>THIRD DISTRICT SUPERVISOR, RAY DENISON</b>	<b>YES</b>
<b>FOURTH DISTRICT SUPERVISOR, LEE CALDWELL</b>	<b>YES</b>
<b>FIFTH DISTRICT SUPERVISOR, MICHAEL LEE</b>	<b>YES</b>

Supervisor Medlin made the Motion and Supervisor Lee seconded the Motion to close the Public Hearings advertised for this day.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

<b>FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN</b>	<b>YES</b>
<b>SECOND DISTRICT SUPERVISOR, MARK GARDNER</b>	<b>YES</b>
<b>THIRD DISTRICT SUPERVISOR, RAY DENISON</b>	<b>YES</b>
<b>FOURTH DISTRICT SUPERVISOR, LEE CALDWELL</b>	<b>YES</b>
<b>FIFTH DISTRICT SUPERVISOR, MICHAEL LEE</b>	<b>YES</b>

**2. Major Subdivision**

- a. **A.E. Allison Subd, Sect. D, 1<sup>st</sup> Rev. of Lot 42 (7576) – Application is for subdivision revision of Lot 42 in AE Allison Subdivision. Identified as Parcel # 206420040 0004200, located on the south side of McElroy Road, east of Craft Road. In Section 20, Township 2, Range 6 (District 5)**

Mr. Hopkins presented the A.E. Allison Subd, Sec. D, 1<sup>st</sup> Rev of Lot 42 application for revision of a lot line.

Supervisor Lee made the Motion and Supervisor Caldwell seconded the Motion to approve the A.E. Allison Subd, Sec. D, 1<sup>st</sup> Rev of Lot 42 application for revision of a lot line, finding that there are no adversely affected or directly interested parties with respect to the requested lot line revision as it will not affect setback lines, no common open space is affected, will not affect permitted uses on property, will not adversely affect access, will not increase traffic and keeps in general character of the area.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

<b>FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN</b>	<b>YES</b>
<b>SECOND DISTRICT SUPERVISOR, MARK GARDNER</b>	<b>YES</b>
<b>THIRD DISTRICT SUPERVISOR, RAY DENISON</b>	<b>YES</b>
<b>FOURTH DISTRICT SUPERVISOR, LEE CALDWELL</b>	<b>YES</b>
<b>FIFTH DISTRICT SUPERVISOR, MICHAEL LEE</b>	<b>YES</b>

**3. Consent**

- a. **Silo Heights (7484) – Application is for approval of 2 lots on 7.46 acres Identified as Parcel #3-07-1-01-00-0-00005-00. Subject property is located on the south side of Byhalia Rd and east of Laughter Rd in Section 1, Township 3, Range 7 (District 5)  
Applicant: Tony Jones**
- b. **Sartain Place, 1<sup>st</sup> Revision of Minor Lot (7485) Application is for approval of 2 lots on 10 acres. Identified as Parcel #2-09-6-13-00-0-00005-01. Subject property is located on the east side of Copper Meadows Dr and north of Starlanding Rd in Section 13, Township 2, Range 9 (District 4)  
Applicant: David Daleke**
- c. **Gray Robertson Minor Lot (7486) Application is for approval of 3 lots on 6 acres. Identified as Parcel #3-07-9-31-00-0-00029-03. Subject property is located on the east side of Hwy 51 and north of Belmont Rd in Section 31, Township 3, Range 7 (District 5)  
Applicant: Brenda Gray**
- d. **Providence Ridge Estates (7487) Application is for approval of 4 lots on 10 acres. Identified as parcel 408614000 0000101 Subject property is on the south side of Wheeler Road and west of Highway 51 in Section 14, Township 4, Range 8 (District 5)  
Applicant: Cade Rodgers**
- e. **Brosnan Minor Lot (7488) Application is for approval of 3 lots on 30 acres. Identified as parcel 208929000 0002701. Subject property is located on the north side of Dean Road, east of Fogg in Section 29, Township 2, Range 8 (District 4)  
Applicant: Alan Brosnan**

Mr. Hopkins presented the Consent Agenda items above. He then stated the applications meet all Subdivision Ordinance requirements.

Supervisor Lee made the Motion and Supervisor Caldwell seconded the Motion to approve the items and actions set forth on the Consent Agenda as presented.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, RAY DENISON	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

4. Other

a. Pines at Stonewall Erosion Control Agreement

Mr. Hopkins presented a request to authorize the Board President to sign the Erosion Control Agreement for Pines at Stonewall Subdivision.

Supervisor Medlin made the Motion and Supervisor Lee seconded the Motion to authorize the Board President to sign the Erosion Control Agreement for Pines at Stonewall Subdivision

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, RAY DENISON	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

b. Permit Report

Mr. Cardosi presented the Building Permit Report for June 2020.

See Exhibit I.

J. EXECUTIVE

The executive session portion of these minutes is recorded under the portion of the minutes called “Executive Session”.

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to adjourn the Board meeting until Monday, August 3, 2020 at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 3rd day of August, 2020, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President  
 DeSoto County Board of Supervisors